

## **MTEC Meeting Minutes**

December 2-3, 1999  
Wyndham Garden Hotel  
Kansas City, Missouri

Thursday, December 2, 1999

Patti Penny called the meeting to order at approximately 1:10 p.m., followed by a welcome to Council members and guests of the audience. Patti then introduced new members Verneda Robinson and Yvonne Sparks-Strauther. Patti mentioned the new members would be contacted in the near future regarding committee assignments. She then gave a brief description of the function and makeup of the current MTEC committees, as well as introduced the Committee Chairs. She reemphasized the critical role that the committees have in the Council decision-making process. Patti then asked members of the Council and members of the audience to introduce themselves.

The first order of business was approval of the agenda as revised and as presented. Jim Dickerson made a motion to approve the agenda as presented. Russ McCampbell seconded the motion. The motion passed unanimously.

The next order of business was approval of the minutes as presented. Virginia Mee mentioned the omission of her name from the attendee's list, and wished that to be corrected. Ron Breshears motioned that the minutes be accepted as amended. Catherine Leapheart seconded the motion. The motion passed unanimously.

Lanny Ellis then gave a report for the Evaluation and Awards committee. Lanny stated that the University of Missouri has been working on statistics for the Governor's Outcome Measures, and should have a report ready for the next meeting. Lanny also mentioned that Yvonne Sparks-Strauther had volunteered to join the Evaluation and Awards Committee. Lindell Thurman then informed the Council about a beginning effort within the Division of Workforce Development to determine and concentrate on appropriate customer satisfaction issues, with the hope that the effort will expand to and encompass other state partner agencies. There are items in the federal planning guidelines that must be addressed, including the extent to which the performance measures have created greater satisfaction for quality outcomes for the people. The committee will report back to the Council at the next meeting on the progress of the issue. Russ McCampbell asked for clarification of the "customer" as being the job seeker or the employer. Lindell stated the issues would expand to include both. Russ then asked if the information would be included in the state plan to be ready on April 1, and that the Council receive the information prior to the February meeting for review. Lanny commented that it is critical for the Evaluation and Awards Committee to redefine how things are measured and what it is we are evaluating in terms of success and failure. One measurement cannot be the evaluation tool for all programs. Russ McCampbell next gave an informational update on activities within the US Department of Education that tie in with efforts of the US Department of Labor. Russ was in attendance at a meeting of education officials among 10 states in Scottsdale, Arizona last November that addressed the interface

between Adult Education Act (Title II the Workforce Investment Act) with the Perkins Act. The goal was to look at the various performance measures and how they apply at different levels. Experts in Labor, Post-secondary and Adult Education and Welfare to Work, among others, were in attendance. Each representative state then developed an action plan. Missouri representatives felt it helpful to develop an accountability matrix that would look at the various Workforce Development components in place in the state and what the statutory requirements are with regard to performance measures and what might apply to all levels. Russ's group determined it helpful for the state to research options for statewide data collection. He distributed a copy of the matrix that outlined the various performance areas and matched them with all the Acts that comprise Workforce Development. He gave a brief discussion of the elements of the matrix, and suggested the matrix be reviewed and referred to the Evaluation and Awards Committee for research of ways to obtain complete data collection of the missing elements. The committee would research creation of a document that provides an organizing framework for a meaningful discussion about Workforce Development. Russ stated the Council's need for an accountability system on Workforce Development for the State of Missouri, and the potential for this matrix as a way to begin that framework. Jim Dickerson commented the matrix would be a very beneficial tool to the Workforce Investment Boards once it is complete in an effort to make them aware of the scope of the programs. Joe Driskill stated that the Show-Me Results reference outcome measures, but very few ways that articulate success in those terms. He also suggested that Information Systems Directors be involved in the process, as they are currently working on the rudimentary system for measuring outcomes for performance systems in One-Stops.

Don Eisinger next presented an update on Eligibility of Training Providers (Section 122) included in the Workforce Investment Act. He distributed a News Release that announced the six public hearings on the portion of the Act which speaks to procedure establishment for determining the eligibility of training providers and sets performance levels that such programs must meet. The hearings were held in Jefferson City, St. Peters, Cape Girardeau, St. Joseph, Springfield and Macon. Notice of these hearings were sent statewide to newspapers, over 300 public and private schools and SDA administrators. Don mentioned a report from the meetings would be forthcoming, following two meetings still scheduled.

Fran Brothers next gave a report for the Program Coordination Committee. The committee met by Conference call on November 24. Susan Petersen gave a Congressional update on the Welfare to Work (WtW) Reauthorization Legislation. She referenced a memorandum which had been sent to Council members, and which contained major points in the legislation, including loosening eligibility criteria:

- There are no new dollars or no additional spending years authorized
- The changes to the eligibility criteria are not retroactive.
- Eligibility criteria changes become effective based on what "pot" the dollars come from
- Competitive grantees implement eligibility changes January 1, 2000.
- Federal formula grantees may apply eligibility changes to federal formula grant dollars on July 1, 2000. However, no federal reimbursement will be available for dollars spent using the new criteria, until October 1, 2000.

- Formula grantees implement eligibility changes with match dollars only on July 1, 2000.

Roger Baugher then presented on the Workforce Investment Act Youth State Plan, for which he referenced the handout which was sent to Council members on November 24, 1999 and discussed in the Program Coordination Committee conference call of the same day. The Committee determined that the document is ready to send to the US Department of Labor. The Governor must submit the plan before January 1, 2000 to allow DOL their 90-day review in order to get Missouri 25% of the Youth funds before April 1, 1999. The Committee requests that the Council allow them to continue to look at the local responses and incorporate language, if necessary, into the document and to secure a letter from the Chair including any Council comment. These will be transmitted to the Governor's office by the middle of December for his signature. Roger then highlighted areas of the plan for members. After discussion, Fran Brothers made the motion that the Council approve the draft state plan to give staff time to add items from local plans that need to be incorporated, for submission to the Department of Labor by December 31, 1999. Russ McCampbell seconded the motion. The motion passed unanimously. George Eberle stated he would like points tracked that affect/enhance the process of appointing Youth Council members and be brought back to the Full Council for action.

The next item on the agenda was the One-Stop/MTEC Memorandum of Understanding. Don Eisinger gave a brief update on the process and requested Council endorsement of the product. Catherine Leapheart moved that the Council adopt the MOU, and Russ seconded the motion. Tom Jones stated that one area he was going to be addressing later on the agenda might affect the wording of the MOU. Patti called for the question, and the motion was defeated.

Don Lloyd, Department of Economic Development Information Systems Director, gave a brief update on ALMIS, America's Labor Market Information System. ALMIS is in the process of replacing JTIS (Job Training Information System) due to its non-compliance, but has run into a few problems. ALMIS is the common intake, case management, and management information system for Workforce Development. A system must be in place and operational on January 1, 2000. Thus, the issue has become whether or not to continue to take the time to make ALMIS Y2K compliant, or spend the next three weeks devoting resources to make JTIS interim compliant. Information Systems has elected to make JTIS more compliant to gain two or three months to work out problems with ALMIS.

Tom Jones next presented on the issue of the One-Stop Executive Process. Given the major role of MTEC in implementation of the Workforce Investment Act, especially with regard to the critical mandate of One-Stops operating systems around Missouri, Tom recommended that the Council consider bringing in the One-Stop Executive Team as a committee of MTEC. The action would eliminate sideline activity and lack of coordination among the groups, as well as increase the focus of the One-Stop and expedite the process of implementation. Discussion of the recommendation included concern for the number of meetings that would be required and the role of MTEC coordination versus State Department coordination. Jim Dickerson moved that MTEC adopt the recommendation. Yvonne Sparks-

Strauther seconded the motion. Further discussion by Council determined that these and other issues should be addressed by the Program Coordination Committee for further analysis and reported back to the Full Council. The motion was withdrawn and referred to the Committee, and the vote on the One-Stop/MTEC MOU was postponed.

David Baker of the Missouri Assistive Technology Project next gave an update on its progress. He distributed handouts including a form of "game plan" for what would be required in the One-Stops for compliance. Mr. Baker briefly discussed the legal requirements, access standards and implementation, as well as recommended assistive devices and a resource directory for alternative communication.

George Eberle then gave the Special Focus Committee report, which included an update on regional planning for workforce investment areas. George emphasized the need for clarity regarding the person actually in charge of a regional plan, as well as the who the specific groups are, how the activity impacts the workforce investment area, and how the area can support regional planning. He mentioned that both St. Louis and Kansas City must include regional planning in their local plans submitted before February 1, 1999. George also addressed the Committee's issue of Diversity. Rebecca Dowler and Jon Hoag of the Department of Economic Development Human Resources joined the morning's committee meeting to share what the Department is doing. The committee's conclusions found it important to identify the problems in diversity as being more than hiring practices and restricting it to affirmative action practices only. Workforce Development staff are in the process of helping to create a space where groups that are working in the area of diversity can come together and bring some cohesion to the issue of diversity and what it means for MTEC. Committee members Rick Hendin and Mikki Brewster have agreed to attempt to look at whether MTEC has historically met the diversity need, and how we would assess progress.

Ron Breshears next gave a report for the Strategic Planning Committee. He mentioned the Local Elected Official Manual that would soon be available and referenced the importance of the process for local workforce investment board appointments, specifically page 7, paragraph 2 which states the need for strong leaders who question process and think globally. He encouraged staff to research carefully these nominations and keep these guidelines in mind when doing so. He mentioned the two alternatives for nominations to the board as being 1) grandfathering, and 2) reassess every member for qualification. Russ moved the manual be adopted with revisions. Katherine Leapheart seconded. The motion passed unanimously. Ron also recommended that the deadline for submission of local workforce plans be extended to March 1, 2000. He wanted it clarified to the local elected officials that the public comment process and submission of local plan may happen concurrently. Joe Driskill moved the deadline be adopted. Catherine Leapheart seconded the motion, and was passed unanimously.

Jim Dickerson next gave a report for the Marketing Committee. He mentioned that Kupper-Parker has been working on the logo, and will be proceeding with market tests of customer base, including employer and clients. The intent was to test in all directions and gather input. Jim mentioned the Committee hopes to have a product ready for review at the February

meeting. He stated the Missouri Association of Counties Conference workshop for local elected officials regarding the WIA was successful in terms of information and attendance. Jim mentioned it would be very helpful to continue to educate the local elected officials by have staff attend regional commission meetings to be visible and answer questions regarding the WIA.

Patti Penny then gave a report from the Executive Committee meeting earlier in the morning. The recommendation of the Executive Committee is as follows:

It is the recommendation of the Missouri Training and Employment Council Executive Committee that Callaway County remain in the Central Region for the purpose of implementation of the Workforce Investment Act. We fully recognize that the Commissioners of Callaway County have made the decision to be included in another service delivery area, and further we find that the people and businesses of Callaway County to be better served as a part of the Central Region.

The staff of the Division of Workforce Development be further instructed to provide a detailed explanation to the Governor as to the actions of MTEC on this issue, and that the Callaway County Commission be notified of our recommendation.

Bill Treece moved that the Council adopt the recommendation. Russ seconded the motion. The motion passed, with Fran Brothers and Jim Dickerson abstaining.

The meeting adjourned at approximately 5 pm.

Friday, December 3, 1999

Patti called the meeting to order, followed by a presentation from Russ McCampbell on the World-Skills Competition, which is a forum where the "world's future skilled workers, coached by industry and trade associations, learn what it means to be a competitor in the global market through global competition." Russ distributed the handout and presented a slide display of the annual competition held in Montreal, Quebec, Canada this year. 34 countries and 600 youth and young adults participated in 41 skills and Technical Competition Areas. Russ mentioned that due to our global economic leadership has been forged through private enterprise and free markets rather than publicly-financed initiatives, thus the US is competing against competitors from other countries whose training is often heavily subsidized by their governments. The United States won two gold medals, and ranked 11th of 33 countries in team scores. The observations of the competitions as they apply to Workforce Development are as follows:

- Workforce Development needs to be ready for international and global competition.
- Workforce Development needs to be certain that students and prospective employees have skills in Applied Mathematics, Applied Technology, Listening, Locating, and Using Information, Reading for Information, Writing, as well as Teamwork Skills and Observation Skills and finally ISO 9000 - 9002, etc. training.

- Requisite skills across all trades, industries, and professions:
- Graphic and Blueprint Reading/Following Directions
- Digitally Controlled Tools and Machines -- CADD
- Computer Numerical Control Machine Tools
- Perfectionism and Precision
- Sound knowledge of math, algebra and geometry
- Cleanliness & Well-Organized Workspace (Latex Gloves)
- TEAMWORK
- Interpersonal Communication Skills
- Be ready for change, constant upgrading, adjusting to international competition for goods and services.

Unfinished Business included comment from Mick Jones, Director of Veterans Employment and Training Service for the US Department of Labor on how the agency fits in with the WIA and the One-Stop mandate. Mr. Jones addressed veteran's representation on the local boards and the need for a memorandum of understanding between the Veteran's agency and MTEC, which should include specific details of how the agency will be used and serviced.

Mike Pulliam then commented on the importance of the Youth Councils and the future of our Workforce Development System, referencing Russ's World-Skills Competition presentation. He suggested the Strategic Planning Committee should look into the significance of Youth Council and their membership, and begin to focus on goals and outcomes.

George Eberle requested a report in February from Social Services Staff on how much money is available that is not being used in the Welfare to Work program. He also requested a timeline be established for permanent designations of local workforce investment areas. He furthered requested a report on the progress of the One-Stop Executive Team.

Roger Baugher reiterated the need for review of the state plan at February's Council meeting, and that staff intend to give the Council no less than two weeks opportunity to review the plan before it is adopted and submitted.

Upcoming meetings were scheduled for February 24-25 in Jefferson City, April 27-28 in Springfield and June 1-2 in St. Louis. Further detail of the meetings will be communicated to Council members as it becomes available.

Ron Breshears, on behalf of the Council, then presented Russ McCampbell with the following resolution to acknowledge his retirement from the Department of Elementary and Secondary Education, and his tremendous contributions to the work of MTEC and the entire workforce system: Whereas, the Missouri Training and Employment Council (MTEC) is composed of individuals who are appointed by the Governor to provide advice and policy direction in the field of workforce development; and Whereas, MTEC has been charged with the responsibility of uniting the efforts of training and educational institutions in Missouri so that better, more accountable services can be delivered to our citizens; and

Whereas, members of MTEC have given a great deal of time and hard work in an effort to

fully understand complex issues and to make decisions on sometimes controversial issues;  
and

Whereas, in the course of MTEC's work certain members have distinguished themselves by going above and beyond what is required to provide great wisdom, knowledge and passion in the pursuit of world-class workforce development; and

Whereas, Russ McCampbell has exhibited these qualities and many more during his service on MTEC. His presence and contributions to the work of MTEC has been indispensable; and

Whereas, Mr. McCampbell has announced his retirement from service at the Department of Elementary and Secondary Education and MTEC.

Now, be it here resolved by the members of MTEC that we wish Mr. McCampbell well during his future endeavors and that we will miss his knowledge, intelligence, experience, passion and friendship.

Approved unanimously by the members of the Missouri Training and Employment Council, December 3, 1999. Patti Penny, Chair

Council members and guests responded with a standing ovation.

Russ made a motion to adjourn. Catherine Leapheart seconded the motion. The motion passed unanimously and the meeting adjourned at approximately 9:30 am.

#### MISSOURI TRAINING AND EMPLOYMENT COUNCIL

December 2-3, 1999

Wyndham Garden Hotel

Kansas City, Missouri

#### ATTENDEES

##### MEMBERS AND PARTNERS:

Dale Gibson, Herb Johnson, Virginia Mee, Richard Hendin, Verneda Robinson, Nick Nichols, Mike O'Mara, George Eberle, Yvonne Sparks-Strauther, Lanny Ellis, Catherine Leapheart for Karla McLucas, John Wittstruck, Joe Driskill, David Mitchem, Patti Penny, Russ McCampbell, Jim Dickerson, Jim Jackson, Fran Brothers, Mikki Brewster, Alyse Martiny-Byrd, Patricia Reid, Bill Treece, John Dial, Sally Howard for Denise Cross

##### STATE DEPARTMENT STAFF:

Tom Jones, Mike Pulliam, Julie Heimericks, Brenda Ancell, Steve Kraus, Lindell Thurman, Buffie Bay-Port, Bill McKittrick, Larry Hightower, John Cope, Susan Petersen, Amy Deem, Judith Widdicombe, Roger Baugher, Al Carter, Don Eisinger, Jim Green, Rex Hall, Connie Souden, Bob Hall, Rebecca Dowler, Jon Hoag, Don Lloyd, Juanita Davis, Glenn Stinson

##### GUESTS:

Mick Jones, Mark Mehmert, Bob Wilson, Charles Cannaday, Fred Linhardt, Scott Bradley, Marvin Freeman, Lynn Hatfield, Kimberly O'Hara, Phyllis Hay , Harlan McGinnis, Bob Simpson, Ron Vessell, Darold Hughes, Becky Steele, David Baker, Jan Vaughn, Sondra Larsen, Clyde McQueen, Jon Warren, Jim Kistler, Mike Shepard, Molly Bunton, Don Stamper